

Minutes of the VPL Board Meeting held on Wednesday, May 22, 2024, at 7:00 p.m. at the Level 8 Morris J. Wosk Boardroom, 350 West Georgia St., Vancouver, BC.

**Present:** Tim Bottomer  
Victor Huang  
Parveen Mangat  
Harlan Pruden  
Karen Spears — Acting Chair  
Ziming Yang (left the meeting at 8:32 pm)  
Abeer Yusuf

**Absent:** Emily Lapper  
Kevin Lowe — Chair  
Clr. Peter Meiszner — Vancouver City Councillor  
Raji Mangat

**Management**

**Present:** Kay Cahill — Director, Information Technology & Collections  
Dawn Ibey — Acting Chief Librarian & CEO  
Julia Morrison — Director, Corporate Services & Facilities  
Carol Nelson — Director, Planning & Communications

**Staff:** Alyssa Green — Manager, Neighbourhood Services  
Scott Fraser — Manager, Marketing & Communications

**Guests:** Ann Byczko — Senior Manager of Philanthropy, VPL Foundation  
Stephanie Yu — Board Director, VPL Foundation  
Christian Kruse — Co-Chair, Friends of VPL  
Johnathan Dyer — Acting President, CUPE Local 391  
Amir Abbey — Incoming President, CUPE Local 391

**Recording**

**Secretary:** Chrysalyn Tolentino — Executive Assistant

**INTRODUCTION**

**1. Land Acknowledgement**

Acting Chair Spears acknowledged that we are on the unceded homelands of the Musqueam, Squamish and Tsleil-Waututh Nations. She shared that May 5 is Red Dress Day commemorating Missing and Murdered Indigenous Women, Girls and Two Spirit+ people

and May 16 is Moose Hide Campaign to engage men and boys in ending violence towards women and children. These events acknowledge and celebrate the resiliency of Indigenous people. She added that May is also Asian Heritage month and VPL had many events to celebrate Asian cultures and perspectives.

## **ADMINISTRATION**

### **1. Consent Agenda - Removal of Items and Approval**

Moved by Victor Huang and seconded by Tim Bottomer

*THAT the following Board reports be approved on consent:*

- Strategic Plan Reporting – Q1 2024  
*THAT the Library Board receive the report for information.*
- Draft Minutes – May 15, 2024 SFHR Committee Regular Mtg.  
*THAT the Library Board receive the draft minutes for information.*
- March 31, 2024 (Q1) Financial Operating Results  
*THAT the Library Board receive the report for information.*
- Review of External Audits and Evaluation  
*THAT the Library Board receive the report for information.*
- BC Libraries Cooperative Update  
*THAT the Library Board receive the verbal report for information.*

**CARRIED UNANIMOUSLY**

### **2. Approval of the Agenda**

Moved by Ziming Yang and seconded by Victor Huang

*THAT the Board approve the regular meeting agenda as amended.*

**CARRIED UNANIMOUSLY**

### **3. Minutes**

The draft minutes of the Regular Meeting held March 27, 2024 were presented to the Board for approval.

Moved by Harlan Pruden and seconded by Ziming Yang

*THAT the draft minutes of the Regular Meeting held March 27, 2024 be approved as received.*

**CARRIED UNANIMOUSLY**

## REQUEST FOR INFORMATION

### ➤ **CUPE Local 391**

Johnathan Dyer, Acting President of CUPE 391, noted that he has been fortunate in representing their members since January 2024 and thanked everyone for their support. He noted that next he will be pursuing an MLIS while working in Circulation. He introduced Amir Abbey as the newly elected President for CUPE 391.

CUPE 391 President Amir Abbey feels very fortunate and humbled to represent their members who do amazing work and that their care and dedication are truly inspiring. He is hoping to form an amicable and positive relationship with the employer to reach goals that are mutually beneficial for both parties. He announced that CUPE 391 and VPL have reached a tentative collective agreement and that the Union is holding online ratification voting from May 27-29.

Acting Library Board Chair Spears thanked Johnathan for his service. She noted that it was a pleasure working with him and that the Board appreciates his kindness and generosity. She welcomed and congratulated Amir for his appointment and shared that the Board is looking forward to working with him.

### ➤ **Friends of VPL**

Christian Kruse, Co-Chair, Friends of VPL shared that their Annual General Meeting will be held this Saturday, May 25. The Friends will be holding a monthly sidewalk sale in front of the Book'mark Store and they are in the process of planning their annual sale.

### ➤ **VPL Foundation**

Ann Byczko, Senior Manager of Philanthropy of the VPL Foundation provided an update on their Spring Direct Mail Campaign, noting that they have raised over \$30K to-date. The deadline for this campaign is June 30, 2024. Ann shared that they will hold the Rooftop Remix from August 23, 2024 at Level 9 Central Library.

## PRESENTATION

### 4. **Accessible and Welcoming Spaces**

Scott Fraser, Manager of Marketing & Communications, and Alyssa Green, Manager of Neighbourhood Services shared a presentation on the Accessible and Welcoming Spaces Guidelines for Branches, which defines principles and design concepts to provide consistent VPL spaces, creating a unified look and feel and accessibility. Trustees asked clarifying questions about the evaluation process for the implementation of the guidelines, if staff considered formalizing these guidelines into a policy, clarified timelines and multilingual strategies for neighbourhoods, and asked about plans for broader community engagement and education.

## ITEMS FOR DECISION

### 5. 2023 Statement of Financial Information (SOFI)

SFHR Committee Chair Tim Bottomer informed trustees that this is our annual statement of financial information, provided by VPL staff as required under the *Financial Information Act*. Director Morrison noted that Chief Librarian & CEO de Castell and Board Chair Lowe reviewed the report and noted their approval. Trustee Huang noted some corrections needed to the balance sheet, which will be included in the next iteration.

Moved by Tim Bottomer and seconded by Parveen Mangat

*THAT the Board approve the financial statements and schedules included in the 2023 Statement of Financial Information, produced under the Financial Information Act, and that the Chair of the Library Board sign the approval on behalf of the Board.*

**CARRIED UNANIMOUSLY**

### 6. Reserves for Library Gifts and Grants – Annual Summary and Requests

SFHR Committee Chair Bottomer shared that Committee members discussed if the one-time staffing support request will part be part of the ongoing operating budget, and noted that staff would consider alternative solutions if this is not funded by the City. He added that five out of the seven requests were approved last year and two are new requests. Trustees asked clarifying questions on some sections of the report and staff provided answers. At the conclusion of the discussion, the following motion was raised:

Moved by Abeer Yusuf and seconded by Victor Huang

*THAT the Board receive this report for information; and*

*THAT the Board approve the transfers of up to \$875,000 from the general reserves.*

**CARRIED UNANIMOUSLY**

## ITEMS FOR INFORMATION

### 7. BCLA Conference Update

Acting Library Board Chair Spears shared the highlights of the 2024 BC Library Association Conference noting that Trustees Tim Bottomer and Parveen Mangat also attended the conference.

### 8. BCLTA Annual General Meeting Update

Acting Library Board Chair Spears shared that she attended the recently held BC Library

Trustees Association annual general meeting as the representative from VPL. She shared that there was a resolution to allow BCLTA to recruit non-trustees to the organization to address vacancy issues and to increase diversity representation in the Board. An alternate resolution referring this issue back for further consideration was passed.

**ADJOURN**

Moved by Victor Huang and Harlan Pruden

There being no further business, the Acting Chair declared the meeting adjourned at 8:40 p.m.

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Karen Spears, Acting Chair

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Dawn Ibey, Acting Secretary